



Public Service Commission of Wisconsin

Ave M. Bie, Chairperson
Joseph P. Mettner, Commissioner
John H. Farrow, Commissioner

610 North Whitney Way
P.O. Box 7854
Madison, WI 53707-7854

January 26, 2001

Re: Electronic Filing of 2000
Alternative Telecommunications Utility-
Other Telecommunications Provider (ATU-Other)
Annual Report with the Public Service
Commission of Wisconsin

**Annual Report
Required
by April 2, 2001
DWCCA-AR-2000**

To the Party Addressed:

Our records indicate that you have an obligation to **file** with the Public Service Commission of Wisconsin (Commission) **by April 2, 2001**, an **ATU-Other annual report** covering calendar year 2000 operations.

Please note the following concerning the 2000 ATU-Other annual report:

1. **Electronic filing is required for the 2000 annual report. Hardcopy or facsimile filing of the 2000 annual report is not permitted.** The Rules for Reporting page in the annual report contains additional instructions for filing this annual report.
2. The 2000 ATU-Other annual report is a Microsoft Excel 97 file that is available on the Commission's Web page at <http://www.psc.state.wi.us>. See the "2000 Annual Report for ATU-Other" item in the Telecommunications section of the Web page.
3. Failure to file your 2000 ATU-Other annual report may result in decertification. Failure to file a complete annual report may also result in decertification.
4. **Public Filing**
If you intend to file the report on a public basis, you may either file the electronic report via e-mail (pscsecs@psc.state.wi.us) as an attachment, or mail (or send via courier) a diskette to the Commission. The public version of the report should be saved with the name "OTH00_XXXX.xls" with "XXXX" representing your company's 4-digit Commission utility identification number. (Your company's 4-digit Commission utility identification number is available on the Commission's Web page at http://www.psc.state.wi.us/a_unfl/default.asp.)

5. **Confidential Filing (Disregard this item if no portion of your company's report is to be filed on a confidential basis!)**

On October 23, 2000, the Commission issued an order in docket 1-AC-201 and implemented an Emergency Rule for Confidential Filing. A copy of the order in docket 1-AC-201 is available on the Commission's Web page at http://www.psc.state.wi.us/a_cms2/default.asp. Keep in mind that this rule may be modified by the date on which you file your completed 2000 annual report.

If you intend to file portions of the report on a confidential basis, you may file the report via regular mail or courier (not via e-mail) on a diskette. The confidential version of the report should be saved with the name "COTH00_XXXX.xls". No information in this file should be masked. A second file, the public version of the report, must also be created. Begin with the saved "COTH00_XXXX.xls" file and paste the word "CONFIDENTIAL" in all cells of the Excel file that you do not want available to the public. Then save the file with the name "OTH00_XXXX.xls".

If your report is to be filed on a confidential basis, all questions contained in the Rules for Confidential Filing should be answered and filed, together with a Confidentiality Request form and notarized affidavit, with the completed annual report.

In addressing all questions contained in the Rules for Confidential Filing, answers should be provided, at a minimum, for the following categories (or items):

- a. Income Statement - Total Company (including Notes to Income Statement or Balance Sheet); Income Statement - Wisconsin Intrastate Operations (including Notes to Wisconsin Intrastate Operations Income Statement); Balance Sheet - Total Company (including Notes to Balance Sheet); and Retained Earnings - Total Company.
- b. Telecommunications Plant in Service and Accumulated Depreciation and Amortization for Plant Physically Located in Wisconsin; Operating Revenues and Number of Subscribers; and Access Expenses, Billing Expenses and Charges Imposed by Another Carrier.
- c. Central Office Data - End of Year (including Footnotes) (Each of the items on this schedule should be analyzed to determine whether selected information should be available on a public basis.)
- d. Calculation of Assessable Revenues for Remainder and Telephone Relay Assessment Purposes; and Assessable Revenues for Universal Service Fund Assessment Purposes.

6. Note in the “Additional Information” schedule on page 18 of the annual report the Web site address where your company’s stockholders’ report may be found. This procedure is in lieu of the requirement in previous years to file a hardcopy of your company’s stockholders’ report.
7. Item numbers 8-10 and 15 in the Rules for Reporting (page 2) are included for 2000 to promote consistent reporting among entities for such items as plant, revenues and expenses. Note this information when completing the 2000 ATU-Other annual report.
8. While previous years’ annual reports included competitive local exchange carrier (CLEC) infrastructure and service quality data requests, the 2000 annual report is devoid of these items. Separate data requests concerning these issues will be sent to the CLECs in the spring of 2001. Future ATU-Other annual reports may include these data requests.
9. If a merger, takeover, combination, or other business reason results in a different name on the filed 2000 annual report from that shown on the envelope associated with this mailing, an explanation should be provided in the “Additional Information” schedule on page 18 of the annual report. This explanation should include the date of the change and the affected entities with their respective 4-digit Commission utility identification numbers.

A name change is not effective in the Commission’s records until a separate notification letter is sent to the Commission including documentation to confirm registration of that change with the State of Wisconsin Department of Financial Institutions (DFI). (DFI application forms and instructions can be obtained by calling DFI at (608) 261-7577, using their web page at www.wdfi.org, or by writing to P.O. Box 7846, Madison, WI 53707-7846.). (Your company’s name as shown in the Commission’s records may also be verified on the Commission’s Web page at http://www.psc.state.wi.us/a_unfl/default.asp.)

10. To assist you in providing assessable revenue information for remainder, telephone relay and universal service fund assessment purposes in the annual report, a document titled “Questions and Answers Concerning Assessments & Fees Applicable to Telecommunications Providers Levied by the Public Service Commission of Wisconsin” is available on the Commission’s Web page at <http://www.psc.state.wi.us/writings/papers/tele/Assess.htm>.
11. Revisions, if any, to the annual report subsequent to filing with the Commission must follow the procedures set forth in the Rules for Reporting on page 2 of the report.
12. Be certain to report requested e-mail and Web site address information. Notification of the availability of the 2001 annual report form will be accomplished via e-mail (rather than by regular mail).

13. In past annual report filings, number of subscribers and access line information was not provided by various respondents on the "Operating Revenues and Number of Subscribers" (page 13) and "Central Office Data – End of Year" (page 15) schedules. Please ensure that this information is reported for the year 2000.
14. Municipalities authorized by the Commission as CLECs should report only the CLEC-related amounts in the ATU-Other annual report.

Do **not** send your annual report to the State of Wisconsin Department of Financial Institutions or the State of Wisconsin Department of Revenue. Send your company's annual report to the Commission's e-mail address (pscsecs@psc.state.wi.us) or, if remitting by an electronic diskette, to the Commission's post office box address if using regular mail, or, if using a courier service, to the street address. All three addresses are on the cover page (page 1) of the annual report.

If you have any questions, please feel free to contact me at (608) 267-9504.

Sincerely,

Kevin H. Klingbeil, CPA
Audit Manager
Telecommunications Division

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